

PURCHASE SECTION REPORT
From 28 December 1953 to 3 January 1954

Requisitions

Balance pending end of previous week	184	
Received during week	<u>143</u>	
	327	
Completed during week	<u>194</u>	
Balance pending end of week	133	
	147	\$ 32,682.72

Purchase Orders Issued

<u>Backlog of Typing</u>	
Purchase Orders	28
Correspondence	0
Invitations to Bid	0
Bills of Lading	0
Total	<u>28</u>

STATUS OF PENDING REQUISITIONS*

Estimated Value

A. <u>Without Action</u>			
Held less than 15 days	27		6,172.00
Held more than 15 days	<u>0</u>		<u>-0-</u>
Total	<u>27</u>		<u>6,172.00</u>
B. <u>With Action</u>			
<u>Pending Information from Requisitioning Office</u>			
Held less than 30 days	30		10,619.84
Held more than 30 days	<u>0</u>		<u>-0-</u>
Total	<u>30</u>		<u>10,619.84</u>
<u>Pending Receipt or Opening of Bids</u>			
Held less than 30 days	50		11,775.00
Held more than 30 days	<u>0</u>		<u>-0-</u>
Total	<u>50</u>		<u>11,775.00</u>
<u>Pending Clearance from GPU and/or GSA</u>			
Held less than 30 days	1		76.56
Held more than 30 days	<u>0</u>		<u>-0-</u>
Total	<u>1</u>		<u>76.56</u>
<u>Pending Completion of Service and/or Billing</u>			
Held less than 30 days	25		2,254.00
Held more than 30 days	<u>0</u>		<u>-0-</u>
Total	<u>25</u>		<u>2,254.00</u>
Total with Action	106		24,725.40
C. <u>Total Pending Requisitions</u>	133		30,877.40
D. Total Hours of Overtime during the past week	None		

* Details for each Purchasing Agent are in Purchase Section
Approved For Release 2001/08/09 : CIA-RDP78-03991A000300010043-0